

PART III - LIST OF DOCUMENTS, EXHIBITS, AND OTHER ATTACHMENTS

SECTION J – LIST OF ATTACHMENTS

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SECTION J – LIST OF DOCUMENTS, EXHIBITS, AND OTHER ATTACHMENTS

ATTACHMENT J-1 – REQUIREMENTS SOURCES AND IMPLEMENTING DOCUMENTS (LIST A)

Pursuant to Section I clause 970.5204-2 Laws, Regulations and DOE Directives (Dec 2000), DOE may provide a list of laws and regulations (List A) applicable to work performed under this contract. The Contractor shall comply with all applicable Federal and State Laws, Statutes, Codes, Rules, Regulations, and Orders; Executive Orders; Consensus Standards; and agreement documents applicable to work performed under this contract. The federal laws and regulations listed in the table below contain requirements normally relevant to the Contractor scope of work. These laws and regulations, and others, apply regardless whether they are explicitly stated in the Contract. In addition, laws and regulations typically apply to all persons or organizations such as subcontractors, suppliers, and federal employees.

This list does not have to be provided in the Contract, but it may be appended to the Contract for information purposes. Omission of any such applicable law or regulation in from List A does not affect the obligation of the Contractor to comply with such law or regulation pursuant to DEAR clause 970.5204-2. The Contractor must be aware of changes in the Code of Federal Regulations (CFR), Federal Acquisition Regulations (FAR), the United States Code (USC), Public Laws (PL) or other regulatory entities that have applicability to the Department of Energy and that impact the work scope. The Contractor will notify DOE of any changes, and DOE will make a determination regarding modification to the contract.

The following table does not contain any specific state laws, regulations, permits, and licenses, etc.

Regulation	Regulation Title
10 CFR 20	Standards for Protection Against Radiation
10 CFR 707	Workplace Substance Abuse Programs at DOE Sites
10 CFR 820	Procedural Rules for DOE Nuclear Facilities
10 CFR 824	Procedural Rules for the Assessment of Civil Penalties for Classified Information Security Violations
10 CFR 830	Nuclear Safety Management
10 CFR 835	Occupational Radiation Protection
10 CFR 850	Chronic Beryllium Disease Prevention Program
10 CFR 851	Worker Safety and Health Program
29 CFR 1910	Occupational Safety and Health Standards - General Industry
29 CFR 1926	Occupational Safety and Health Standards - Construction
48 CFR Part 970.5203-2	Performance Improvement and Collaboration
48 CFR Part 970.5204-2	Laws, Regulations, and DOE Directives
48 CFR Part 970.5215-3	Conditional Payment of Fee, Profit, or Incentives (or alternatively, 48 CFR Part 952.223-76 or 952.223-77, Conditional Payment of Fee or Profit)
49 CFR Part 173.427	Transport Requirements for Low Specific Activity (LSA) Class 7 (Radioactive) Materials and Surface Contaminated Objects (SCO)
49 CFR Part 213	Track Safety Standards
49 CFR Part 237	Bridge Safety Standards
42 U.S.C. 2297h-8(a)	Employee Protections

ATTACHMENT J-2 – LIST OF APPLICABLE DOE DIRECTIVES (LIST B)

The contractor shall comply with the requirements of DOE Directives identified under List B – List of Required Compliance Documents included in this contract. Omission of any applicable directive from List B does not affect the obligation of the Contractor to comply with such directive pursuant to DEAR clause 970.5204-2. Requirements Documents of DOE Directives are applicable in whole or in part.

DOE Directive (Orders, Policies, Notices, Manuals, Guidance, Standards)	Directive Title
O 110.3A	Conference Management
O 130.1	Budget Formulation
P 141.1	Department of Energy Management of Cultural Resources
O 142.2A	Voluntary Offer Safeguards Agreement and Additional Protocol with the International Atomic Energy Agency
O 142.3A	Unclassified Foreign Visits and Assignments Program
O 144.1, Chg. 1 (and associated Framework)	Department of Energy American Indian Tribal Government Interactions and Policy (and Office of Environmental Management, Office of Nuclear Energy, Office of Science, and National Nuclear Security Administration Deputy Administrator for Defense Programs Framework to Provide Guidance for Implementation of U.S. Department of Energy's American Indian and Alaska Native Tribal Government Policy)
O 150.1	Continuity Programs
O 151.1C	Comprehensive Emergency Management System
G 151.1-4	Response Elements
O 153.1	Departmental Radiological Emergency Response Assets
O 200.1A	Information Technology Management
O 205.1A	Department of Energy Cyber Security Management
M 205.1-3	Telecommunications Security Manual
M 205.1-5, Chg. 2	Cyber Security Process Requirements Manual
M 205.1-6, Chg. 2	Media Sanitization Manual
M 205.1-7, Chg. 2	Security Controls for Unclassified Information Systems Manual
M 205.1-8, Chg. 2	Cyber Security Incident Management Manual
O 206.1	Department of Energy Privacy Program
N 206.4	Personal Identity Verification
O 221.1A	Reporting Fraud, Waste, and Abuse to the Office of Inspector General
O 221.2A	Cooperation With the Office of Inspector General
O 225.1A	Accident Investigations
O 226.1A	Implementation of Department of Energy Oversight Policy

DOE Directive (Orders, Policies, Notices, Manuals, Guidance, Standards)	Directive Title
M 231.1-1A, Chg. 2	Environment, Safety, and Health Reporting Manual
M 231.1-2	Occurrence Reporting and Processing of Operations Information
O 243.1	Records Management Program
O 243.2	Vital Records
O 350.1, Chg. 3	Contractor Human Resource Management Programs
O 410.2	Management of Nuclear Materials
O 412.1A	Work Authorization System
P 413.1	Program and Project Management Policy for the Planning, Programming, Budgeting, and Acquisition of Capital Assets
O 413.1B	Internal Control Program
P 413.2	Value Engineering
O 413.3A, Chg. 1	Program and Project Management for the Acquisition of Capital Assets
O 414.1C	Quality Assurance
O 420.1B, Chg. 1	Facility Safety <i>(Graded Approach* - WVDP has no active safety structures, systems, and components (SSCs).</i>
O 422.1	Conduct of Operations
O 425.1D	Verification of Readiness to Startup or Restart Nuclear Facilities
O 426.2	Personnel Selection, Training, Qualification, and Certification Requirements for DOE Nuclear Facilities
O 430.1B, Chg. 1	Real Property Asset Management <i>(Graded Approach* – Site and facilities owned by New York State)</i>
O 430.2B	Departmental Energy, Renewable Energy, and Transportation Management <i>(Graded Approach* – Site owned by New York State)</i>
O 433.1B	Maintenance Management Program for DOE Nuclear Facilities
O 435.1, Chg. 1	Radioactive Waste Management
M 435.1-1, Chg. 1	Radioactive Waste Management Manual
G 435.1-1	Implementation Guide for use with DOE M 435.1-1
O 440.2B, Chg. 1	Aviation Management and Safety <i>(Not applicable unless aerial photographing of the WVDP is required.)</i>
P 442.1	Differing Professional Opinions on Technical Issues
O 442.1A	Department of Energy Employee Concerns Program

DOE Directive (Orders, Policies, Notices, Manuals, Guidance, Standards)	Directive Title
M 442.1-1	Differing Professional Opinions Manual for Technical Issues Involving Environment, Safety, and Health
O 450.1A	Environmental Protection Program
P 450.4	Safety Management System Policy
M 450.4-1	Integrated Safety Management System Manual
O 460.1C	Packaging and Transportation Safety
O 460.2A	Departmental Materials Transportation and Packaging Management
M 460.2-1A	Radioactive Material Transportation Practices Manual
P 470.1	Integrated Safeguards and Security Management (ISSM) Policy
O 470.2B	Independent Oversight and Performance Assurance Program
O 470.3B	Graded Security Protection (GSP) Policy
M 470.4-1, Chg. 1	Safeguards and Security Program Planning and Management
M 470.4-2A	Physical Protection
M 470.4-3A	Contractor Protective Force
M 470.4-4A, Chg. 1	Information Security Manual
M 470.4-5	Personnel Security
O 471.1B	Identification and Protection of Unclassified Controlled Nuclear Information <i>(Applicability due to ORPS access and use.)</i>
O 471.3	Identifying and Protecting Official Use Only Information
M 471.3-1	Manual for Identifying and Protecting Official Use Only Information
O 481.1C	Work for Others (Non-Department of Energy Funded Work)
O 482.1	DOE Facilities Technology Partnering Programs
O 484.1	Reimbursable Work for the Department of Homeland Security
O 522.1	Pricing of Departmental Materials and Services
O 534.1B	Accounting
O 551.1C	Official Foreign Travel <i>(The CRD must be included in all site/facility management contracts that contain the clause at 48 CFR 952.247.70 Foreign Travel.)</i>
O 580.1, Chg. 1	Department of Energy Personal Property Management Program
O 1450.4	Consensual Listening-in to or Recording Telephone/Radio Conversations
O 5400.5, Chg. 2	Radiation Protection of the Public and the Environment

DOE Directive (Orders, Policies, Notices, Manuals, Guidance, Standards)	Directive Title
O 5480.4, Chg. 4	Environmental Protection, Safety, and Health Protection Standards <i>[ALL EXCEPT: Attachment 2, paragraph 2c, 2d(2)-(3), 2e(1)-(8), and Attachment 3, paragraph 2c, 2d(2)-(3), 2e(1)-(7) which are canceled by O 440.1]</i>
DOE-STD – 1027	Hazard Categorization and Accident Analysis Techniques for Compliance with DOE O 5480.23
DOE-STD – 1134	Review Guide for Criticality Safety Evaluations
DOE-STD – 1158	Self Assessment Standard for DOE Contractor Criticality Safety Programs
DOE-STD – 1189	Integration of Safety Into the Design Process
DOE-STD – 3007	Guidelines for Preparing Criticality Safety Evaluations at Department of Energy Non-Reactor Nuclear Facilities

* Graded Approach is defined as the process of ensuring that actions used to comply with a requirement are commensurate with (1) the relative importance of safety and safeguards and security, (2) the magnitude of any hazard(s) involved, (3) the life cycle stage of the facility, (4) the programmatic mission of the facility, (5) the particular characteristics of the facility, (6) the relative importance of the radiological and non-radiological hazards, and (7) any other relevant factor.

SECTION J – LIST OF DOCUMENTS, EXHIBITS AND OTHER ATTACHMENTS DELIVERABLES

ATTACHMENT J-3 – DELIVERABLES						
	Report	Description	Driver	Frequency	DOE contact/phone*	Approval Required
LEADERSHIP/MANAGEMENT PLANNING						
1.	Semiannual Fee Invoices	Fee invoice	Section B.3	Semiannually, upon determination by the Fee Determining Official (FDO)	CO or as delegated	CO Approval
2.	Erroneous Payment Report	Report of erroneous payments that the contractor made to subcontractors and vendors for which DOE has paid	Federal Improve Financial Performance Initiative	Quarterly, by 25 th of the month after quarter ends	DOE-WVDP Budget Analyst	CO Information
3.	Unified Budget Call or other Budget Formulation Requests for Information	Crosscut or other data that may be needed to support annual budget formulation deliverables.	DOE O 130.1	As requested	DOE-WVDP Budget Analyst	CO Information
4.	Provisional Rates	Document rates and request changes	FAR Appendix 2, Preambles to CAS Rules and Regulations	As requested	CO or as delegated	CO Approval
5.	Citizens Task Force Meetings	Forum for stakeholder involvement in decision process	Section C.1.3.2; Section C.1.3.3; Clause H.19	Monthly	COR or as delegated	COR Information
6.	Annual Emergency Readiness Assurance Plan (ERAP) (including Drill/Exercise schedule)	Report annual accomplishments in Emergency Management and establish 5 year plan	DOE O 151.1B	Annually, by September 15	COR or as delegated	COR Review; CO Approval
7.	Emergency Management Program Description	Provides the direction and approach to be used to minimize the impact of an emergency upon the health and safety of workers, the public and the environment and to limit loss or damage to property	DOE O 151.1C; Section C.1.1.1.2	Within 30 days of contract award date ⁶	COR or as delegated	COR Review; CO Approval
8.	Annual Review/Update of Comprehensive Emergency Plan	Documentation of the comprehensive emergency management program.	DOE O 151.1B	Annually, by December 31	COR or as delegated	COR Review; CO Approval
INFORMATION AND ANALYSIS						

SECTION J – LIST OF DOCUMENTS, EXHIBITS AND OTHER ATTACHMENTS DELIVERABLES

	Report	Description	Driver	Frequency	DOE contact/phone*	Approval Required
9.	Annual Fire Protection Summary Report (electronic data submission)	Summary of fire-related incidents/activities occurring at the WVDP	DOE M 231.1-1A, Chg. 2	Annually, by March 31	DOE-WVDP Safety and Site Programs Team Leader	DOE-WVDP Director Information
10.	Individual Accident/Incident Reports (DOE F 5484.3) (electronic data submission)	Number of new and revised individual accident/incident reports	DOE M 231.1-1A, Chg. 2	Quarterly, by January 25, April 25, July 25, and October 25	DOE-WVDP Safety and Site Programs Team Leader	DOE-WVDP Director Information
11.	Tabulation of Work Hours and Vehicle Usage (electronic data submission)	CAIRS	DOE M 231.1-1A, Chg. 2	Quarterly, by January 25, April 25, July 25, and October 25	COR or as delegated	COR Information
12.	Annual Exposure Data Reporting	Radiation Exposure Information System Report	DOE M 231.1-1A, Chg. 2; Section H.21	Annually, by March 31	DOE-WVDP Safety and Site Programs Team Leader	DOE-WVDP Director Information
13.	Occupational Radiation Exposure Report to Individuals	Radiation Exposure Report to individuals	DOE M 231.1-1A, Chg. 2; Section H.21	Annually, by March 31	DOE-WVDP Safety and Site Programs Team Leader	DOE-WVDP Director Information
14.	DOE Annual Real Property Valuation	FIMS Database	DOE M 231.1-1A, Chg. 2	Annually, by September 30	DOE-EMCBC Industrial Property Management Specialist	DOE Office of Engineering and Construction Management and EMCBC Certified Realty Specialist/DOE Realty Officer
15.	Occurrence Reporting Processing System (ORPS) Reports (electronic reporting to DOE system)	Operational events meeting reporting criteria.	DOE M 231.1-2	As required	DOE-WVDP Facility Rep on Duty or as delegated	DOE-WVDP Facility Rep on Duty
16.	Reporting Associated with DOE Orders Regarding Inspector General and General Accountability Office Activities	Support reviews and follow-up on results of findings resulting from reviews.	DOE O 221.2A	As requested	COR or as delegated	COR Approval
HUMAN RESOURCES						

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	Report	Description	Driver	Frequency	DOE contact/phone*	Approval Required
17.	Notification of Labor Disputes and All Relevant Information	Knowledge of potential or actual labor disputes that delay or threaten to delay timely performance of the contract.	FAR 52.222-1; Clause H.13	As required	DOE-EMCBC Contractor Human Resource Management Team	DOE-EMCBC Contractor Human Resource Management Team and CO Information
18.	Affirmative Action Plan for Females & Minorities	Affirmative action plan for employment practices of females and minorities.	FAR 52.222-26; FAR 52.222-36	Within 30 days of contract award date ⁶ and updated annually by September 30	DOE-EMCBC Office of Civil Rights and Diversity	DOE-EMCBC Office of Civil Rights and Diversity Review; and Concurrence CO Approval
19.	Equal Employment Report (EEO-1)	File form SF-100 and complete in DOE Workforce Information System (WFIS)	FAR 52.222-26	Annually by September 30	DOE-EMCBC Office of Civil Rights and Diversity	DOE-EMCBC Office of Civil Rights and Diversity Review and concurrence, CO Information
20.	Affirmative Action Plan for Veterans & Individuals with Disabilities	Anti-discrimination plan for veterans	FAR 52.222-35	Within 30 days of contract award date ⁶ and updated annually, by September 30	DOE-EMCBC Office of Civil Rights and Diversity	DOE-EMCBC Office of Civil Rights and Diversity Review and Concurrence and CO Approval
21.	Employment Reports for Disabled Veterans and Veterans of the Vietnam Era	(Federal Contractor Veterans' Employment Report VETS-100)	FAR 52.222-37	Annually, by September 30	DOE-EMCBC Office of Civil Rights and Diversity	DOE-EMCBC Office of Civil Rights and Diversity Review and Concurrence and CO Information
22.	Requests for Labor Standards Determinations	Submittal of work packages for DOE determination of applicable labor standards	FAR 52.222-6; DOE O 350.1, Chg. 3	As Required	DOE-EMCBC Contractor Human	DOE-EMCBC Labor Standards

SECTION J – LIST OF DOCUMENTS, EXHIBITS AND OTHER ATTACHMENTS DELIVERABLES

	Report	Description	Driver	Frequency	DOE contact/phone*	Approval Required
					Resource Management Team	Committee and CO determination
23.	Davis-Bacon Act Report of Enforcement	Compliance with Davis Bacon Act submitted through DOE Workforce Information System (WFIS)	29 CFR 5.7(b)	Semi-annually, by April 30 and October 31; when applicable	DOE-EMCBC Contractor Human Resource Management Team	DOE-EMCBC Contractor Human Resource Management Team review and CO Information
24.	Energy Employees Occupational Illness Compensation Program Act (EEOICPA)	To provide compensation and medical benefits to employees	EEOICPA Act of 2000; Section C.1.3.3	Monthly	CO or as delegated	CO Information
25.	Organizational Conflicts of Interest Update	Allows verification that the contractor is not biased in their performance of the contract	DEAR 952.209-72	As required	CO or as delegated	CO Information
26.	Key Personnel List	Essential personnel as identified by the Contractor	Clause H.8	Submitted with proposal and updated as necessary prior to changes being implemented	CO or as delegated	CO Approval
27.	Advance Understandings of Human Resource Policies and Systems	DOE approval of contractor policies and procedures covering personnel costs and related expenses	Clause H.11	Within 90 days of contract award date ⁶	DOE-EMCBC Contractor Human Resource Management Team	DOE-EMCBC Contractor Human Resource Team Review; CO Approval
28.	Contractor's Employee Compensation Program	Formal policies, practices and procedures to be used in the administration of its compensation system including a compensation system self-assessment plan	FAR 31.205-6; DEAR 970.3102-05-6; Clause H.11	Within 30 days of contract award date ⁶	DOE-EMCBC Contractor Human Resource Management Team	DOE-EMCBC Contractor Human Resource Team Review; CO Approval
29.	Individual Compensation Actions for Key Personnel	Use DOE Form 3220.5 to submit initial salaries of all Key Personnel and any changes thereafter	Clause H.11; DOE Order 350.1	Initially and prior to any changes.	DOE-EMCBC Contractor Human Resource Management Team	DOE-EMCBC Contractor Human Resource Management Team

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	Report	Description	Driver	Frequency	DOE contact/phone*	Approval Required
						Review; CO Approval
30.	Application for Contractor Compensation Approval (List of top 5 most highly compensated executives)	DOE F3220.5 for each of the five most highly compensated employees within the contractor's organization for initial salaries and any changes thereafter	DOE O 350.1, Chg. 3; Clause H.11; DOE Acquisition Letter 2007-02	Within 14 days of contract award date ⁶ and upon any change thereafter	DOE-EMCBC Industrial Relations Specialist	DOE-EMCBC Industrial Relations Specialist Review; CO Approval
31.	Report of Compensation	Report of subtotal dollar amounts for exempt and nonexempt employees and individual compensation at \$100,000 and above	DOE O 350.1, Chg. 3	Semi-annually	DOE-EMCBC Contractor Human Resource Management Team	DOE-EMCBC Contractor Human Resource Management Team review and CO Information
32.	Report of Contractor Expenditures for Employee Supplementary Compensation	Breakdown of employee benefits compensation [submitted through the DOE Workforce Information System (WFIS), Compensation and Benefits Module]	DOE O 350.1, Chg. 3; Clause H.11	Annually, no later than March 15	DOE-EMCBC Contractor Human Resource Management Team	DOE-EMCBC Contractor Human Resource Management Team and CO Information
33.	Contractor Salary-Wage Increase Expenditure	Report of expenditure of funds for merit, promotion, variable pay, special adjustments and what funds are planned for the following salary plan year	DOE O 350.1, Chg. 3; Clause H.11	Annually, after the end of the salary plan year	DOE-EMCBC Contractor Human Resource Management Team	DOE-EMCBC Contractor Human Resource Management Team review and CO Information
34.	Actuarial Valuation Reports	Report of annual actuarial valuation report for each DOE-reimbursed pension plan	DOE O 350.1, Chg. 3	Annually by September 30 following plan year	DOE-EMCBC Contractor Human Resource Management Team	DOE-EMCBC Contractor Human Resource Management Team and CO

SECTION J – LIST OF DOCUMENTS, EXHIBITS AND OTHER ATTACHMENTS DELIVERABLES

	Report	Description	Driver	Frequency	DOE contact/phone*	Approval Required
						Information
35.	IRS Form 5300 Series	Part of tax return submitted to the IRS that documents the establishment, amendments, termination, spin-off, or merger of a plan	DOE O 350.1, Chg. 3; Clause H.11	Within nine months of the last day of the plan year	DOE-WVDP Budget Analyst	DOE-WVDP Budget Analyst Information
36.	Collective Bargaining Agreements	Provide copies of agreements made between local collective bargaining units and the Contractor	DOE O 350.1, Chg. 3; Clause H.13	Upon negotiation of any new collective bargaining agreement or changes thereto	DOE-EMCBC Contractor Human Resource Management Team	DOE-EMCBC Contractor Human Resource Management Team, CO and HQ Information
37.	Report of Settlement	Report of results of collective bargaining agreement negotiations to be entered into the Workforce Information System (WFIS)	DOE O 350.1, Chg. 3; Clause H.13	30 to 60 days after formal ratification of settlement	DOE-EMCBC Contractor Human Resource Management Team	DOE-EMCBC Contractor Human Resource Management Team and CO Information
38.	Headcount for End of Current Fiscal Year & Projected Headcount for Upcoming Fiscal Year(s)	Submit information through DOE Workforce Information System (WFIS)	Data call	As requested	DOE-EMCBC Contractor Human Resource Management Team	DOE-EMCBC Contractor Human Resource Management Team and CO Information
39.	Projected Layoffs for Current Fiscal Year & Future Fiscal Years	Submit information through DOE Workforce Information System (WFIS)	Data call	As requested	DOE-EMCBC Contractor Human Resource Management Team	DOE-EMCBC Contractor Human Resource Management Team and CO Information
40.	Standard Form 98 - "Notice of Intention to Make a Service Contract and Response to Notice"	For all subcontracts over \$2.5K subject to the Service Contract Act	DOE O 350.1, Chg. 3	Prior to award of subcontract	DOE-EMCBC Contractor Human Resource	DOE-EMCBC Contractor Human Resource

SECTION J – LIST OF DOCUMENTS, EXHIBITS AND OTHER ATTACHMENTS DELIVERABLES

	Report	Description	Driver	Frequency	DOE contact/phone*	Approval Required
					Management Team	Management Team and CO Information
41.	Work Force Restructuring Plan	Whenever a change of work force affecting 100 or more persons within a 12 month period	DOE O 350.1, Chg. 3; Clause H.15; NDAA	Whenever a change of work force affecting 100 or more persons within a 12-month period	DOE-EMCBC Contractor Human Resource Management Team	CO and DOE-HQ Office of Work Force Transition Approval
42.	Work Force Restructuring Implementation Report	Description of how workforce restructuring plan is being implemented.	DOE O 350.1, Chg. 3; Clause H.15	When required	DOE-EMCBC Contractor Human Resource Team	CO and DOE-HQ Office of Work Force Transition Information
43.	Monthly Headcount Report	Report of contractor and prime subcontractor headcount by hourly and salaried employees	Data call	Beginning of each month	DOE EMCBC Contractor Human Resource Management Team	DOE-EMCBC Contractor Human Resource Management Team information
44.	Proposed Major Compensation and Benefit Plan Program Design Changes	Notification of changes to Compensation and Benefits Plan	DOE O 350.1, Chg. 3; Clause H.11	Prior to making any changes	DOE EMCBC Contractor Human Resource Management Team	DOE-EMCBC Contractor Human Resource Management Team Review; CO Approval
45.	Annual Compensation Increase Plan	Contractor's request for funds for merit, promotion, special adjustments, variable pay, and structure adjustments	DOE O 350.1, Chg. 3; Clause H.11	Annually prior to start of new salary plan year	DOE-EMCBC Contractor Human Resource Management Team	DOE-EMCBC Contractor Human Resource Management Team Review; CO Approval
46.	Annual Overtime Control Plan	Contractor's plan on compensating employees for working overtime, may include	DOE O 350.1, Chg. 3	Annually, as necessary	DOE-EMCBC Contractor	DOE-EMCBC Contractor

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	Report	Description	Driver	Frequency	DOE contact/phone*	Approval Required
		a plan with justification for exceeding the DOE threshold			Human Resource Management Team	Human Resource Management Team review; CO Approval
47.	Semiannual Report on Overtime Use	Report showing straight time pay versus overtime pay and straight time hours worked versus overtime hours worked, expressed as percentages.	DOE O 350.1, Chg. 3	Semiannually	DOE-EMCBC Contractor Human Resource Management Team	DOE-EMCBC Industrial Relations Specialist Review; CO Approval
48.	Contractor Benefits Program	Description of the Contractor Benefits Program	DOE O 350.1, Chg. 3; Clause H.11	Within 30 days of contract award date ⁶ and updated as necessary	DOE-EMCBC Contractor Human Resource Management Team	DOE-EMCBC Contractor Human Resource Management Team Review; CO Approval
49.	Employee Benefits Value Study	Report that evaluates the value of contractor's benefit programs with other comparable companies	DOE O 350.1, Chg. 3; Clause H.11; DEAR 970.3102-05-6	Every two years, initial one is due within first year after contract award date ⁶	DOE-EMCBC Contractor Human Resource Management Team	DOE-EMCBC Contractor Human Resource Management Team Review; CO Approval
50.	Employee Benefits Cost Survey Comparison	Report that evaluates the cost of contractors benefit programs, may use Bureau of Labor Statistics or DOE Cost Study Template	DOE O 350.1, Chg. 3; Clause H.11; DEAR 970.3102-05-6	Annually	DOE-EMCBC Contractor Human Resource Management Team	DOE-EMCBC Contractor Human Resource Management Team Review; CO Approval
51.	IRS Form 5500 with Schedules	Annual Return/Report of Employee Plan-Disclosure document for benefit plan participants	DOE O 350.1, Chg. 3; Clause H.11	Filed by the last day of the 7 th calendar month after the end of the plan year as required	DOE-EMCBC Contractor Human Resource Management Team	DOE-EMCBC Contractor Human Resource Management Team review and CO

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	Report	Description	Driver	Frequency	DOE contact/phone*	Approval Required
						Information
52.	Insurance Plan Experience Reports for Each Type of Liability Insurance (General and Automobile)	Reports to allow DOE to confirm that Contractor maintains commercial insurance or self-insurance programs required by law, regulation and the requirements of the contract	DOE O 350.1, Chg. 3	Annually	DOE-EMCBC Contractor Human Resource Management Team	DOE-EMCBC Contractor Human Resource Management Team review and CO Information
53.	Workplace Substance Abuse Program	Written workplace substance abuse program. In compliance with 10 CFR 707	DEAR 970.5223-3; DOE O 350.1, Chg. 3; 10 CFR 707	Within 60 days of contract award date ⁶	DOE-EMCBC Industrial Relations Specialist	DOE-EMCBC Industrial Relations Specialist Review; CO Approval
54.	Substance Abuse Program Results and Reports for Lower Tier Subcontractors	Report indicating the results of testing in all categories such as applicant, post occurrence, random, reasonable suspicion to include contractor's results as well as lower tier subcontractors that the program applies	DOE O 350.1, Chg. 3	Semi-annually – January 30 and July 30	DOE-EMCBC Industrial Relations Specialist	DOE-EMCBC Industrial Relations Specialist and CO Information
55.	Employee Assistance Program Implementation Plan	A plan for implementing a program of preventative services, education, short-term counseling, coordination with and referrals to outside agencies, and follow-up upon return to work	DOE O 350.1, Chg. 3	Within 60 days of contract award date ⁶	DOE-EMCBC Industrial Relations Specialist	DOE-EMCBC Industrial Relations Specialist Review; CO Approval
56.	Employee Assistance Program Services Reports	Provide information regarding the services available to employees and training available to supervisors and managers on identification of deteriorating job performance or judgment, or observation of unusual conduct, and appropriate handling and referral	DOE O 350.1, Chg. 3	As required by CO	DOE-EMCBC Contractor Human Resource Management Team	DOE-EMCBC Contractor Human Resource Management Team and CO Information
57.	Adverse Impact Analysis	Analysis of EEO impacts resulting from involuntary separations	DOE O 350.1, Chg. 3; Secretarial Policy on Workforce Restructuring	As required	DOE-EMCBC Contractor Human Resource Management Team	DOE-EMCBC Contractor Human Resource Management Team, Office

SECTION J – LIST OF DOCUMENTS, EXHIBITS AND OTHER ATTACHMENTS DELIVERABLES

	Report	Description	Driver	Frequency	DOE contact/phone*	Approval Required
						of Legal Services and CO review and approval
58.	Copies of All Insurance Policies or Insurance Arrangements	Current copies throughout the contract term	DOE O 350.1, Chg. 3	As required	DOE-EMCBC Contractor Human Resource Management Team	DOE-EMCBC Contractor Human Resource Management Team review and CO Approval
WORK PROCESSES						
MANAGEMENT PROCESSES						
59.	Transition Plan	A plan describing those activities necessary to be prepared to assume full responsibility for the contract requirements and to ensure an orderly transfer of responsibilities and accountability.	Clause B.9; Attachment C-8	At contract award date ⁶	DOE-WVDP Project Control and Integration Team Leader	COR Review; CO Approval
60.	Earned Value Management System Description (EVMSD)	A detailed description of the Contractor's plan to implement a project control system that reflects the project status relative to cost and schedule performance.	ANSI/EIA-748-1998; DOE O 413.3A, Chg. 1; Clause H.18	Within 60 days of contract award date ⁶	DOE-WVDP Project Control and Integration Team Leader	COR Review; CO Approval
61.	Statement of Material Differences	Material differences between the actual and documented conditions of the systems, facilities, waste sites, property and services.	Clause B.9	Within 60 days of contract award date ⁶	DOE-WVDP Project Control and Integration Team Leader	DOE-WVDP Director Approval
62.	Project Baseline Documents	Comprehensive plan to achieve scope, cost and schedule objectives consistent with contract award. Includes the following:	DOE O 413.3A, Chg. 1; Clause H.18	Within 60 days of contract award date ⁶	DOE-WVDP Project Control and Integration Team Leader	DOE-WVDP Director Approval

SECTION J – LIST OF DOCUMENTS, EXHIBITS AND OTHER ATTACHMENTS DELIVERABLES

	Report	Description	Driver	Frequency	DOE contact/phone*	Approval Required
		Project Baseline Summary Budget Allocation Plan	DOE O 413.3A, Chg. 1; Clause H.18	Initially submitted with Project Baseline Documentation; then annually by June 30	DOE-WVDP Project Control and Integration Team Leader	DOE-WVDP Director Approval
		Resource Loaded Integrated Schedule	DOE O 413.3A, Chg. 1; Clause H.18	Submitted with Project Baseline Documentation	DOE-WVDP Project Control and Integration Team Leader	DOE-WVDP Director Approval
		WBS Dictionary	DOE O 413.3A, Chg. 1; Clause H.18	Submitted with Project Baseline Documentation	DOE-WVDP Project Control and Integration Team Leader	DOE-WVDP Director Approval
		Risk Management Plan	DOE O 413.3A, Chg. 1; Clause H.18	Submitted with Project Baseline Documentation within 60 days of contract award date ⁶ and annually by August 15	DOE-WVDP Project Control and Integration Team Leader	DOE-WVDP Director Approval
		Management, Planning and Control Policies and Procedures	DOE O 413.3A, Chg. 1; Clause H.18	Submitted with Project Baseline Documentation	DOE-WVDP Project Control and Integration Team Leader	DOE-WVDP Director Approval
		Waste Disposition Monthly Plan (by waste type, quantity and destination)	DOE O 413.3A, Chg. 1; Clause H.18	Initially submitted with Project Baseline Documentation; then updated monthly no later than 15 days after end of month.	DOE-WVDP Project Control and Integration Team Leader	DOE-WVDP Director Information
		Staffing Analysis	Clause H.18	Within 60 days of contract award date ⁶	DOE-WVDP Project Control and Integration Team Leader	DOE-WVDP Director Approval
63.	Phase 1 Decommissioning Work Plan	Implementation of demolition activities consistent with the Phase 1 Decommissioning Plan for the West Valley Demonstration Project and the Nuclear Regulatory Commission Technical Evaluation Report	Section C.6.0	Within 60 days of contract award date ⁶	DOE-WVDP Project Control and Integration Team Leader	DOE-WVDP Director Approval

SECTION J – LIST OF DOCUMENTS, EXHIBITS AND OTHER ATTACHMENTS DELIVERABLES

	Report	Description	Driver	Frequency	DOE contact/phone*	Approval Required
64.	Project Performance Report	Project performance and financial status, cost and schedule variance by WBS and PBS, major milestone status, safety status and critical technical and program issues, etc.	DOE O 413.3A, Chg. 1; Clause H.18, Clause G.4	Monthly, by the 15th	DOE-WVDP Project Control and Integration Team Leader	DOE-WVDP Director Information
65.	GFS/I Request	Projection of additional GFS/I to be furnished under the contract. Considered part of the project baseline.	Clause H.17	Updated within 60 days of contract award date ⁶ and annually thereafter prior to each fiscal year	DOE-EMCBC Industrial Property Management Specialist	COR Review; CO Approval
66.	GFS/I Update	Projection of additional GFS/I to be furnished under the contract.	Clause H.17	Quarterly, as needed	DOE-EMCBC Industrial Property Management Specialist	COR Review; CO Approval
67.	Weekly Project Status Report	Project status and accomplishments.	COR direction	Weekly	COR or as delegated	COR and DOE-WVDP Director Information
68.	Non-Compliance Tracking System (NTS) Reports (electronic reporting to DOE system)	Submittal of detailed, draft reports of PAAA non-compliances to DOE-WVDP for concurrence prior to submittal into electronic system	10 CFR 820	As required	DOE-WVDP Safety and Site Programs Team Leader	COR and DOE-WVDP Director Information
69.	Quality Assurance Program Document and Implementation Plan	Contract transition activity	10 CFR 830; DOE/RW-0333P	Within 60 days of contract award date ⁶	DOE-WVDP Quality Engineer	DOE-WVDP Director Approval
70.	Quality Assurance Plan Update	Annual submittal of QAP changes for DOE approval.	10 CFR 830	Annually by August 30	DOE-WVDP Safety and Site Programs Team Leader	DOE-WVDP Director Approval
71.	PAAA Tracking System or Status Report	Local Compliance Tracking System (LCTS)	10 CFR 830; Clause H.22	As requested	COR or as delegated	COR Information
72.	Radiological Self-Assessment/Schedule	Triennial Report	10 CFR 835	Within 30 days of contract award date ⁶ ; then updates as required	DOE-WVDP Safety and Site Programs Team Leader	DOE-WVDP Director Information
73.	Completion Documents for High Level Waste Canister Relocation	Completion of all documents required for payment of the PBI associated with the High Level Waste canister relocation	Clause B.2; Section C.5.0	As proposed by the Contractor	COR or as delegated	COR Review; CO Approval

SECTION J – LIST OF DOCUMENTS, EXHIBITS AND OTHER ATTACHMENTS DELIVERABLES

	Report	Description	Driver	Frequency	DOE contact/phone*	Approval Required
74.	Completion Documents for Demolition and Disposal of the MPPB and the Vitrification Facility	Completion of all documents required for payment of the PBI associated with the demolition and disposal of the MPPB and the Vitrification Facility	Clause B.2; Section C.6.1; Section C.6.2	As proposed by the Contractor	COR or as delegated	COR Review; CO Approval
75.	Completion Documents for Processing, Shipment and Disposal of All Legacy Waste Off Site	Completion of all documents required for payment of the PBI associated with the shipment and disposal of all Legacy Waste off site	Clause B.2; Section C.9.0	As proposed by the Contractor	COR or as delegated	COR Review; CO Approval
FACILITY AUTHORIZATION						
76.	Startup Notification Report	Nuclear facility startups or restarts	DOE O 425.1D	Quarterly (negative quarterly reports not required)	DOE-WVDP Safety and Site Programs Team Leader	DOE-WVDP Director Approval
77.	Training Implementation Matrix	Nuclear facility training requirements	DOE O 426.2	Within 90 days of contract award date ⁶ ; then updates as required.	DOE-WVDP Safety and Site Programs Team Leader	DOE-WVDP Director Approval
78.	Conduct of Operations Matrix	Conduct of Operations requirements for DOE facilities	DOE O 422.1	Within 60 days of contract award date ⁶ ; then updated as required	DOE-WVDP Safety and Site Programs Team Leader	DOE-WVDP Director Approval
79.	ALARA Report	Track and trend site cumulative exposure	DOE-STD-1098-99, Part 3, Article 131	Annually, by September 30	DOE-WVDP Safety and Site Programs Team Leader	DOE-WVDP Director Information
80.	Documented Safety Analysis Update	Annual updated document for DOE approval or letter stating there have been no changes	10 CFR 830.202(c)(2)	Annually, by last DOE approval date	DOE-WVDP Safety and Site Programs Team Leader	DOE-WVDP Director Approval
81.	USQ Procedure	Contract transition activity.	10 CFR 830.203(a)(1)	Within 14 days after contract award date ⁶	DOE-WVDP Safety and Site Programs Team Leader	DOE-WVDP Director Approval
82.	USQ Program Summary Report	Annual summary of USQ process determinations performed since the prior submission	10 CFR 830.203(d)	Annually, summary report must accompany DSA annual update submittals	DOE-WVDP Safety and Site Programs Team Leader	DOE-WVDP Director Approval

SECTION J – LIST OF DOCUMENTS, EXHIBITS AND OTHER ATTACHMENTS DELIVERABLES

	Report	Description	Driver	Frequency	DOE contact/phone*	Approval Required
83.	Fire Hazard Analysis	Comprehensive and qualitative assessment of risk from fire within individual fire areas in WVDP facilities	DOE O 420.1B, Chg. 1	As required	DOE-WVDP Safety and Site Programs Team Leader	DOE-WVDP Director Information
84.	Main Plant Process Building Demolition Plan	A plan that describes in detail how the Main Plant Process Building can be demolished.	Section C.6.0	Once	DOE-WVDP Project Control and Integration Team Leader	DOE-WVDP Director Approval
85.	Vitrification Facility Demolition Plan	A plan that describes in detail how the Vitrification Facility can be demolished.	Section C.6.0	Once	DOE-WVDP Project Control and Integration Team Leader	DOE-WVDP Director Approval
86.	Inspection and Maintenance Plan for Dam System	A plan that describes how the Contractor will operate and maintain the reservoir, emergency spillway, dams and all appurtenant structures in safe condition at all times	6 NYCRR Part 673, Dam Safety Regulations, Section 673.13; Section C.2.1	Within 12 months of contract award date ⁶	DOE-WVDP Project Control and Integration Team Leader	DOE-WVDP Director Approval
87.	Recommendation for Stabilization of the Lagoon 3 Slope	Evaluation the stability of the Lagoon 3 slope for deep-seated slope failure and provide recommendation for stabilization and/or operations to ensure satisfactory service for 20+ years	Section C.6.8	Within 12 months of contract award date ⁶	DOE-WVDP Project Control and Integration Team Leader	DOE-WVDP Director Approval
88.	Design to Armor and Protect the NDA North Slope	A design to stabilize the NDA North Slope that must be capable of withstanding one half the probable maximum precipitation event for the drainage of the NDA and SDA	Section C.8.0	Within 12 months of contract award date ⁶	DOE-WVDP Project Control and Integration Team Leader	DOE-WVDP Director Approval
LIFE-CYCLE FACILITY						
89.	Preventive Maintenance Schedule and Custodial Plan	Plan identifying types of services, frequencies and levels at which facilities are to be maintained	DOE O 430.1B, Chg. 1; DOE O 433.1B; Section C.2.0	Within 60 days of contract award date ⁶	COR or as delegated	COR Review; CO Approval
90.	Annual Review of Utilization of Real Property	Life-cycle management of real property assets	DOE O 430.1B, Chg. 1	Annually, by June 1	DOE-EMCBC Certified Realty Specialist/DOE Realty Officer	COR and CO Information
91.	Annual Real Property Inventory Report	Life-cycle management of real property assets	DOE O 430.1B, Chg. 1	Annually, by July 1	DOE-EMCBC Certified Realty Specialist/DOE Realty Officer	COR and CO Information

SECTION J – LIST OF DOCUMENTS, EXHIBITS AND OTHER ATTACHMENTS DELIVERABLES

	Report	Description	Driver	Frequency	DOE contact/phone*	Approval Required
92.	Description of Property, Plant and Equipment Accounting Procedures	Description of the Contractor's controls to ensure acquisition, use and retirement of property according to DOE requirements	DOE Accounting Handbook	Annually, by TBD	DOE-EMCBC Certified Realty Specialist/DOE Realty Officer	COR and CO Information
93.	Energy Consumption Report (electronic)	Provide plant energy data for Energy Management System (EMS) reports to President and Congress	DOE O 430.2B (graded approach)	Quarterly, no later than 15 days after end of quarter	COR or as delegated	DOE-WVDP Director Information
94.	Waste Management Plan	A plan for characterizing, processing, packaging, and disposing of waste	DOE O 435.1, Chg. 1; Section C.6.0	Annually, by TBD	DOE-WVDP FPD for Waste Management	DOE-WVDP FPD for Waste Management Information
95.	Nevada National Security Site LLW and MLLW Preliminary Disposal Forecast	Estimated volume of LLW and MLLW to be treated/disposed at NNSS in the next fiscal year	NNSS Request	Annually, by July 1	DOE-WVDP FPD for Waste Management	DOE-WVDP FPD for Waste Management Information
96.	Nevada National Security Site LLW and MLLW Final Disposal Forecast	Final estimated volume of LLW and MLLW to be treated/disposed at NNSS in the current fiscal year	NNSS Request	Annually, by November 1	DOE-WVDP FPD for Waste Management	DOE-WVDP FPD for Waste Management Information
WORKER PROTECTION						
97.	Integrated Safety Management System Description	Contract transition activity	DEAR 970.5223-1 Section C.1.1.1; DOE M 450.4-1	Within 60 days of contract award date ⁶ (if existing DOE-approved ISM System is not adopted) and updated annually, as required	DOE-WVDP Safety and Site Programs Team Leader	DOE-WVDP Director Approval
98.	Contractor Assurance System Program Description	Submit a detailed plan describing how the contractor will implement a formal Contractor Assurance Program to DOE-WVDP for approval.	Section C.1.1.1.3; DOE O 226.1A	Within 60 days of contract award date ⁶ (may be included in Safety Management System Description or Quality Assurance Program Document/Plan)	DOE-WVDP Safety and Site Programs Team Leader	DOE-WVDP Director Approval

SECTION J – LIST OF DOCUMENTS, EXHIBITS AND OTHER ATTACHMENTS DELIVERABLES

	Report	Description	Driver	Frequency	DOE contact/phone*	Approval Required
99.	Annual Review of ISMS	Review of the ISMS (Update of the ISMS Description document, and performance measures)	DEAR 970.5223-1; Section C.1.1; DOE O 226.1A	Annually, by August 30	DOE-WVDP Safety and Site Programs Team Leader	DOE-WVDP Director Approval
100.	Annual Review of Contractor Assurance System	A Department-wide oversight process to protect the public, workers, environment, and national security assets	Section C.1.1.1.3; DOE O 226.1A	Annually, by August 30 (may be included in Safety Management System Description or Quality Assurance Program Document/Plan)	DOE-WVDP Safety and Site Programs Team Leader	DOE-WVDP Director Approval
101.	Health and Safety Plans (HASPs)	Addresses the safety and health hazards of each phase of site operation and includes requirements and procedures for employee protection	29 CFR 1910.120	As required	DOE-WVDP Safety and Site Programs Team Leader; DOE-WVDP Regulatory Strategy and Environmental Compliance Team Leader	DOE-WVDP Field Element Manager Review; CO Approval
102.	Employee Concerns Program Status Report	Submit reports which provide specific details on the numbers, type, status and disposition of employee concerns to DOE-WVDP for information	DOE O 442.1A	Quarterly, by January 15, April 15, July 15, and October 15	DOE-WVDP Safety and Site Programs Team Leader	COR Information
103.	Worker Safety and Health Program	Written worker safety and health plan that provides the methods for implementing the requirements of 10 CFR 851	10 CFR 851; Section C.1.1.1.2	Within 60 days of contract award date ⁶	DOE-WVDP Safety and Site Programs Team Leader	DOE-WVDP Field Element Manager Review; CO Approval
104.	Worker Safety and Health Program Update	Updated Worker Safety and Health Program required whenever significant changes are made or a letter annually stating that no changes to the plan previously approved are necessary	10 CFR 851; Section C.1.1.1.2	Annually or whenever significant changes are made	DOE-WVDP Safety and Site Programs Team Leader	DOE-WVDP Field Element Manager Review; CO Approval
PROTECTION OF THE PUBLIC AND ENVIRONMENTAL						
105.	NEPA documentation	Support DOE preparation of environmental checklists, CXs, etc.	Section C.1.1.1.1; Clause H.31	As required to support activities	DOE-WVDP Regulatory Strategy and Environmental Compliance	COR Information

SECTION J – LIST OF DOCUMENTS, EXHIBITS AND OTHER ATTACHMENTS DELIVERABLES

	Report	Description	Driver	Frequency	DOE contact/phone*	Approval Required
					Team Leader	
106.	NEPA Administrative Record	Compilation of documents that are relied on in the decision making process	Section C.1.3.3	As required to support activities	DOE-WVDP Regulatory Strategy and Environmental Compliance Team Leader	COR Information
107.	NEPA Project Record	Includes all documentation in the NEPA Administrative Record with the exception of very large sets of materials (e.g., the complete set of EIS references)	Section C.1.3.3	As required to support activities	DOE-WVDP Regulatory Strategy and Environmental Compliance Team Leader	COR Information
108.	Quarterly Public Meetings	Site issues and project status	Stipulation of Compromise; Section C.1.3.2; Section, C.1.3.3; Clause H.19	Quarterly	COR or as delegated	COR Information
109.	RCRA 3008(h) Administrative Order on Consent Quarterly Progress Report	Summary of progress made by the WVDP on RCRA 3008(h) Consent Order activities	RCRA 3008(h) Consent Order Section VI.5(f); Section C.1.1.1.1; Clause H.31	Quarterly, by February 15, May 15, August 15, and November 15 ¹	DOE-WVDP Regulatory Strategy and Environmental Compliance Team Leader	COR Information
110.	Sampling and Analysis Plans (SAP)	Documents the procedural and analytical requirements for sampling events and includes elements such as methodology, equipment, procedures, locations, decontamination procedures, sample containers and preservation, and data quality objectives.	NYSDEC Regulation; Clause H.31	As required to support activities ²	DOE-WVDP Regulatory Strategy and Environmental Compliance Team Leader	COR Information
111.	Hazardous Waste Reports	Report of hazardous waste management activities for the preceding year.	NYSDEC Regulation; Clause H.31	Annually, by March 1 ²	DOE-WVDP Regulatory Strategy and Environmental Compliance Team Leader	COR Information
112.	Fiscal Year Pollution Prevention Accomplishments Report	Reports reductions in generation of hazardous waste	DOE M 435.1-1, Chg. 1	Annually by November 30 (via internet) ¹	DOE-WVDP Regulatory	COR Information

SECTION J – LIST OF DOCUMENTS, EXHIBITS AND OTHER ATTACHMENTS DELIVERABLES

	Report	Description	Driver	Frequency	DOE contact/phone*	Approval Required
					Strategy and Environmental Compliance Team Leader	
113.	Report on Waste Generation and Pollution Prevention Progress	Annual Progress Reports on Implementation of Environmental Provisions of Executive Order 13423, <i>Strengthening Federal Environmental, Energy, and Transportation Management</i>	DOE M 435.1-1, Chg. 1	Annually by November 30 (via Internet) ¹	DOE-WVDP Regulatory Strategy and Environmental Compliance Team Leader	COR Information
114.	Comprehensive Spill Prevention Response Plan	Response plan to address releases to the soil of all hazardous substances including fuel oil.	NYSDEC Regulation; Clause H.31	Annually, by June 1	DOE-WVDP Regulatory Strategy and Environmental Compliance Team Leader	COR Review; CO Approval
115.	Spill Reporting	Reporting of spills as specified per time frames specified in federal, state, local law/regulation	Federal, state, and local law/regulations	Upon occurrence/ identification of spills	DOE-WVDP Regulatory Strategy and Environmental Compliance Team Leader	COR Information
116.	Annual Treatability Study Report	Report discussing treatability studies performed for the previous year and/or planned for the current year	6NYCRR Section 371.1 (e)(4)(v)(i)	Provided to NYSDEC annually by March 15 ¹	DOE-WVDP Regulatory Strategy and Environmental Compliance Team Leader	COR Information
117.	RCRA Corrective Measures Studies	Identify, develop, and evaluate potential remedial alternatives for removal, containment, and/or treatment of contamination pursuant to the 3008(h) Consent Order.	NYSDEC Regulation; Clause H.31; Section C.1.1.1.1	As required by regulator pursuant to 3008(h) Consent Order ²	DOE-WVDP Regulatory Strategy and Environmental Compliance Team Leader	COR Information
118.	RCRA Section 3016	Hazardous waste management activities for the preceding 2 years.	NYSDEC Regulation; Clause H.31	Every 2 years – beginning December 30, 2005 ¹	DOE-WVDP Regulatory Strategy and Environmental Compliance Team Leader	COR Information

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	Report	Description	Driver	Frequency	DOE contact/phone*	Approval Required
119.	Site Treatment Plan Update	Plan for treatment, storage, and disposal of mixed waste	FFCA Consent Order; Clause H.31	Annually, by February 15 ²	DOE-WVDP FPD for Waste Management	COR Information
120.	NESHAPS Report	Total quantity of radiological emission. Includes CAP 88-PC Dose Assessment	40 CFR 61 Subpart H; Clause H.31	Annually, by June 30 ²	DOE-WVDP Regulatory Strategy and Environmental Compliance Team Leader	COR Information
121.	Annual Site Environmental Report (ASER) (DOE-HQ guidance is provided annually for report preparation)	Characterize environmental management performance of site for the CY	DOE M 231.1-1A, Chg. 2	Annually, by October 1 ³	DOE-WVDP Regulatory Strategy and Environmental Compliance Team Leader	COR Information
122.	RCRA Part B Application modifications	Modifications to RCRA Part B Application as submitted to NYSDEC	NYCRR 373-1; Clause H.31; Section C.1.1.1.1	As required ⁴	DOE-WVDP Regulatory Strategy and Environmental Compliance Team Leader	COR Information
123.	Groundwater Protection Plan (include as part of the ASER) Note: All groundwater monitoring (not only radiological) is to be included as part of the ASER.	Summary of the program including the number of wells, sampling method, frequency, analysis performed and results. Summarize the hydrogeology of the site, major aquifers, groundwater movement, potential sources of pollution and uses of ground water in the vicinity of the site. Include a map of active and abandoned well locations.	DOE O 5400.5, Chg. 2; DOE O 450.1A; Clause H.31; Section C.1.1.1.1	Annually, by October 1 ³	DOE-WVDP Regulatory Strategy and Environmental Compliance Team Leader	COR Information
124.	Stormwater Pollution Prevention Plan (Review current plan and submit update as necessary)	Satisfies a requirement of the facility's SPDES Permit NY-0000973 for discharges into combined storm water outfalls	SPDES Permit; Clause H.31	Annually, by February 15	DOE-WVDP Regulatory Strategy and Environmental Compliance Team Leader	COR Information
125.	Regulator Reports	Various RCRA, CAA, SDWA, and CWA reports	Section C, Attachment C-6; Clause H.31	As required ²	DOE-WVDP Regulatory Strategy and Environmental Compliance	COR Information

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	Report	Description	Driver	Frequency	DOE contact/phone*	Approval Required
					Team Leader	
126.	Environmental Monitoring Plan (including all groundwater monitoring)	Environmental monitoring and surveillance plan	Section C.1.1.1.1; DOE 450.1A; Clause H.31	Every 3 years and an annual update by December 31	DOE-WVDP Regulatory Strategy and Environmental Compliance Team Leader	COR Information
127.	State Pollutant Discharge Elimination System (SPDES) Discharge Monitoring Reports	Monitoring of discharges to river including sampling, analysis, data management and reporting	NYSDEC Regulation; SPDES permit; Clause H.31	28th of each month ⁵	DOE-WVDP Regulatory Strategy and Environmental Compliance Team Leader	COR Information
128.	Drinking Water Analysis	Monitoring of drinking water	NYSDOH; Clause H.31	As required	DOE-WVDP Regulatory Strategy and Environmental Compliance Team Leader	COR Information
129.	SARA Title III- 312	Hazardous chemical inventory data and locations for state and local emergency response organizations	NYSDEC Regulation; Clause H.31	Annually, by March 1 ²	DOE-WVDP Regulatory Strategy and Environmental Compliance Team Leader	COR Information
130.	SARA Title III - 313	Toxic chemical release inventory	NYSDEC Regulation; Clause H.31	Annually, by July 1 ²	DOE-WVDP Regulatory Strategy and Environmental Compliance Team Leader	COR Information
131.	Monthly Drinking Water Report	Report to Cattaraugus County Health Department on drinking water monitoring	NYSDOH; Clause H.31	10th of each month ⁵	DOE-WVDP Regulatory Strategy and Environmental Compliance Team Leader	COR Information
132.	Pre-discharge Radiological Analysis of Lagoons	Report to NYSDEC prior to lagoon discharge	NYSDEC Regulation; SPDES Permit;	Results faxed to NYSDEC no less than	DOE-WVDP Regulatory	COR Information

SECTION J – LIST OF DOCUMENTS, EXHIBITS AND OTHER ATTACHMENTS DELIVERABLES

	Report	Description	Driver	Frequency	DOE contact/phone*	Approval Required
			Clause H.31	1 day prior to Lagoon discharge (DOE-WVDP review is required prior to sending information to NYSDEC)	Strategy and Environmental Compliance Team Leader	
133.	Compliance Certification for the Sulfur Dioxide Emission Standard for the Boilers at the WVDP	Report to NYSDEC	6 NYCRR Pt 201-4; Air Facility Registration Certificate 9-0422-00005/00009; Clause H.31	Twice Annually, by January 31 and July 31 ¹	DOE-WVDP Regulatory Strategy and Environmental Compliance Team Leader	COR Information
134.	Sustainability Plan (formerly Executable Plan)	Report on Departmental Energy, Renewable Energy & Transportation Management	DOE O 430.2B (graded approach); EO 13423; Clause H.31	Annually by December 31 ²	DOE-WVDP Regulatory Strategy and Environmental Compliance Team Leader	COR Information
135.	Reports to support EO 13423 & 13514	EO 13423 sets numerous Federal energy and environmental management requirements in several areas, including but not limited to: Implementing Instructions, Reducing Energy Intensity, Increasing Use of Renewable Energy, Reducing Water Intensity, Designing and Operating Sustainable Buildings, and Managing Federal Fleets EO 13514, establishes an integrated strategy towards sustainability in the federal government and to make reduction of greenhouse gas (GHG) emissions a priority for federal agencies.	DOE O 430.2B; DOE O 450.1A; Clause H.31	As required ²	DOE-WVDP Regulatory Strategy and Environmental Compliance Team Leader	COR Information
136.	Excluded Building Self-Certification	In support of EO 13423	EO 13423; DOE O 430.2B; Clause H.31	Annually by February 15 ¹	DOE-WVDP Regulatory Strategy and Environmental Compliance Team Leader and DOE-EMCBC Certified Realty Specialist/DOE	COR Information

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	Report	Description	Driver	Frequency	DOE contact/phone*	Approval Required
					Realty Officer	
137.	Environmental Monitoring Program Effluent Summary & Trend Analysis Report	Provides analysis of noteworthy results of radiological analyses for all EMP monitoring points in accordance with EM-11, "Documentation and Reporting of Environmental Data" and DOE/EH-0173T, "Environmental Regulatory Guide for Radiological Effluent Monitoring and Environmental Surveillance."	DOE O 450.1A; RCRA 3008(h) Order on Consent; Clause H.31	Quarterly, by April 30, July 30, October 30, and January 31	DOE-WVDP Regulatory Strategy and Environmental Compliance Team Leader	COR Information
138.	Groundwater Trend Analysis Report	This report evaluates the results of sampling and analysis of on-site groundwater at the WVDP and discusses other matters relevant to the Groundwater Monitoring Program.	DOE O 450.1A; RCRA 3008(h) Order on Consent; Clause H.31	Quarterly, by March 31, June 30, September 30, and December 31 (The monitoring year runs from December 1 through November 30 of the following year)	DOE-WVDP Regulatory Strategy and Environmental Compliance Team Leader	COR Information
139.	Exception Report for RCRA Groundwater Monitoring Results	Report to NYSDEC	DOE O 450.1A; RCRA 3008(h) Order on Consent; Clause H.31	Quarterly, following each routine groundwater sampling event ¹	DOE-WVDP Regulatory Strategy and Environmental Compliance Team Leader	COR Information
140.	Permit/License Applications and/or Renewal Applications	Various RCRA, CAA, SDWA, and CWA	Section C, Attachment C-6; Clause H.31	As required ³	DOE-WVDP Regulatory Strategy and Environmental Compliance Team Leader	COR Information
141.	Radiation Safety Program Description	Ensures that radiation exposures to the Contractor's workers and the public and releases of radioactivity to the environment	10 CFR 835; Section C.1.1.1.2	Within 30 days after contract award date ⁵	DOE-WVDP Safety and Site Programs Team Leader	DOE-WVDP Director Approval
142.	Updated Radiation Safety Program	Annual submittal of revisions to Radiation Safety Program	10 CFR 835	Annually	DOE-WVDP Safety and Site Programs Team Leader	DOE-WVDP Director Approval
143.	Nuclear Safety Program Description	Ensures that all nuclear facilities are maintained and operated within the DOE	10 CFR 830; Section C.1.1.1.2	Within 30 days after contract award date ⁶	DOE-WVDP Safety and Site	DOE-WVDP Director

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	Report	Description	Driver	Frequency	DOE contact/phone*	Approval Required
		approved safety basis			Programs Team Leader	Approval
144.	Issues Management System	Identification, assignment of significance category, and processing of nuclear safety-related issues identified within the Contractor's organization	10 CFR 830; DOE/RW-0333P; Section C.1.1.1.3	Within 90 days after contract award date ⁶	DOE-WVDP Safety and Site Programs Team Leader	DOE-WVDP Director Approval
145.	Criticality Safety Program Description	Ensures that operations with fissionable material remain subcritical under all normal and credible abnormal conditions	10 CFR 830.204(b)(6); Section C.1.1.1.2	Within 30 days after contract award date ⁶	DOE-WVDP Safety and Site Programs Team Leader	DOE-WVDP Director Approval
146.	Permeable Treatment Wall Quarterly Monitoring Report	To provide environmental monitoring data as described in WVDP-512	Section C.3.0	Quarterly	COR or as delegated	COR Review; CO Approval
147.	Monthly Permeable Treatment Wall Supplemental Hydraulic Monitoring Report	To provide environmental monitoring data as described in WVDP-512	Section C.3.0	Monthly	COR or as delegated	COR Review; CO Approval
148.	Annual Permeable Treatment Wall Monitoring Report	To provide environmental monitoring data as described in WVDP-512	Section C.3.0	Annually	COR or as delegated	COR Review; CO Approval
149.	Comprehensive Permeable Treatment Wall Monitoring Report	To provide environmental monitoring data as described in WVDP-512	Section C.3.0	Every five year; first one due in 2015	COR or as delegated	COR Review; CO Approval
SAFEGUARDS AND SECURITY						
150.	Cyber Security Program Plan	Computer protection program plan	DEAR 952.204-77; DOE O 205.1; DOE N 205.3; Section C.10.1	Within 60 days after contract award date ⁶ and annually by September 30	DOE-WVDP Safety and Site Programs Team Leader and DOE-EMCBC Designated Authorizing Authority Representative	DOE-EMCBC Designated Authorizing Authority
151.	Cyber Security Self Assessment	Submit a cyber security annual assessment, which documents contractor compliance with the requirements of DOE Order 205.1, to DOE-WVDP for approval.	DOE O 205.1	Annually, by September 30	DOE-WVDP Safety and Site Programs Team Leader and DOE-EMCBC Designated Authorizing	COR Information

SECTION J – LIST OF DOCUMENTS, EXHIBITS AND OTHER ATTACHMENTS DELIVERABLES

	Report	Description	Driver	Frequency	DOE contact/phone*	Approval Required
					Authority Representative	
152.	Cyber Security Peer Review	Submit a cyber security annual peer review	DOE O 205.1	September 30, 2011	DOE-WVDP Safety and Site Programs Team Leader and DOE- EMCBC Designated Authorizing Authority Representative	COR Information
153.	Computer Security Incident Reports	To document incidents involving the compromise to classified or sensitive unclassified data on computer systems	DOE N 205.4	Per occurrence	DOE-WVDP Safety and Site Programs Team Leader and DOE- EMCBC Designated Authorizing Authority Representative	COR Information
154.	Government Property Missing, Lost, Damaged or Theft Report	Reports incidents of any loss of Government Property	FAR 52.245-1; DOE O 580.1, Chg. 1	Monthly E-Mail - within 5 working days following end of month	DOE-EMCBC Government Property Administrator	CO Information
155.	Site Security Plan	To describe the physical protection program in place.	DOE M 470.4-1, Chg. 1	Within 60 days of contract award date ⁶ and annually by September 30	COR or as delegated	COR Information
156.	FOCI Self-Assessment Certification	Annual FOCI Status	DOE P 470.1	Annually, by September 30	COR or as delegated	COR Information
157.	5 Year FOCI Certification	Certification	DOE P 470.1	5 years from last certification	COR or as delegated	COR Information
158.	Protective Force Training Plan	Identify required annual and remedial/refreshers training for the next Fiscal Year	DOE M 470.4-3A	Annually, by January 1	COR or as delegated	COR Information

SECTION J – LIST OF DOCUMENTS, EXHIBITS AND OTHER ATTACHMENTS DELIVERABLES

	Report	Description	Driver	Frequency	DOE contact/phone*	Approval Required
159.	Protective Force Strength/Cost Report	Headcount and expenditures for protective force	NN513.1/DOE-HQ Letter dated 06/20/97	Quarterly - 10 working days following each FY quarter	COR or as delegated	COR Information
160.	Aviation Management Plan	Submission of quarterly report of flight hours, cost and other relevant data	DOE O 440.2B, Chg. 1	Quarterly, when applicable	COR or as delegated	COR Information
161.	Contractor guidelines for identifying UCNI	Internal guidelines used by the contractor to identify UCNI	DOE O 471.1B	Within 60 days of contract award date ⁶	COR or as delegated	COR Information
BUSINESS AND SUPPORT SERVICES						
162.	Balanced Score Card Reporting	Monitors organization performance against goals	DOE-HQ Requirement	Annually, by December 1 and as requested	CO or as delegated	CO Information
163.	Balanced Score Card Plan	Plan to measure organizational performance against strategic goals	DOE-HQ Requirement	Annually, by September 15 (DOE-HQ issues data call and date may vary) and as requested	CO or as delegated	CO Information
164.	DOE HQ Clearance Review Plan	Provides a list of the contracts over the CO authority level	DOE-HQ Requirement	Annually, by September 15 (DOE-HQ issues data call and date may vary) and as requested	CO or as delegated	CO Information
165.	Annual Forecasting of Subcontracting Opportunities	Provides a list of the possible opportunities for Small Businesses	DOE-HQ Requirement	Annually, by September 15 (DOE-HQ issues data call and date may vary) and as requested	CO or as delegated	CO Information
166.	Awards to Private Sector	Provides list of all awards made to Private Sector including the dollar value of the award, a description of the item purchased, and the size status and category (e.g., woman-owned, HUBZone, small disadvantaged, etc.) of each company	DOE-HQ Requirement	Annually, by October 15 (DOE-HQ issues data call and date may vary) and as requested	CO or as delegated	CO Information
167.	Budget Status Reports	Includes variance analyses, revised forecasts, and funding impacts	Section C.1.3.1	As requested	DOE-WVDP Budget Analyst	DOE-WVDP Budget Analyst, COR and CO Information

SECTION J – LIST OF DOCUMENTS, EXHIBITS AND OTHER ATTACHMENTS DELIVERABLES

	Report	Description	Driver	Frequency	DOE contact/phone*	Approval Required
168.	Cost Accounting Standard Disclosure Statement	Contractor disclosure statement for allocation of indirect costs	FAR 52.230-2	Within 14 days of contract award date ⁶ and within 60 days of any change	CO or as delegated	CO Information
169.	Material Safety Data Sheets	Written or printed material concerning a hazardous chemical	29CFR1910.1200	Prior to use of hazardous material	DOE-WVDP Safety and Site Programs Team Leader	COR Information
170.	Agency Motor Vehicle Data Report Combined with Report of Truck Data Electronically submitted via Federal Automotive Statistical Tool (FAST)	Provide current GSA and Agency owned fleet makeup and charges	41 CFR 102-34.345, 102-34.355 and 109-38.903-50	Annually, by November 15	DOE-EMCBC Government Property Administrator	CO Information
171.	Program for the Acquisition, Maintenance and Operation of Motor Vehicles and Equipment	Maintain program to ensure compliance with all applicable regulations, state and local laws, and property management requirements	Section C.1.3.3; DEAR 945.570-2	Within 14 days of contract award date ⁶	DOE-EMCBC Government Property Administrator	CO Information
172.	Report of Periodic Physical Inventory Results	Periodically perform, record and disclose property inventory results	FAR 52.245-1; DOE O 580.1, Chg. 1	Annually, by September 30	DOE-EMCBC Government Property Administrator	CO and HQ Information
173.	Annual Excess Personal Property Furnished to Non-Federal Recipients	Details non-federal recipients of excess property	41 CFR Part 102-36.295; 41 CFR Part 109-43.4701	Annually, by October 31	DOE-EMCBC Government Property Administrator	DOE-WVDP Budget/ Finance, CO and DOE-HQ Office of Property Management Information
174.	Negotiated Sales Report	Provides detailed breakdown of negotiated property sales	41 CFR 101-45.4702;	Annually, by October 31	DOE-EMCBC Government Property Administrator	DOE-HQ Office of Property Management Information
175.	Summary of DOE-Owned Plant and Capital Equipment	Accounting of all DOE-owned P&CE purchased by or furnished to the contractor	Federal Accounting Standards Advisory Board FSSAB letter No. 6	Annually, by September 30	DOE-EMCBC Government Property Administrator	DOE-HQ Office of Property Management Information
176.	Property Information Database (PIDS)	Volume & original acquisition cost of govt. owned equipment for: Sensitive; \$5K - \$25K;	FAR 45; FAR 52.245-1; DEAR 945.102-70	Annually, by October 31	DOE-EMCBC Government	DOE-HQ Office of

SECTION J – LIST OF DOCUMENTS, EXHIBITS AND OTHER ATTACHMENTS DELIVERABLES

	Report	Description	Driver	Frequency	DOE contact/phone*	Approval Required
		and > \$25K			Property Administrator	Property Management Information
177.	Personal Property Deferred Maintenance Closure Form	Measurement of Potential Deferred Maintenance on Personal Property	Federal Financial Accounting Standard No.6	Annually, by September 30	DOE-EMCBC Government Property Administrator	CO Information
178.	Financial Disclosure of Revenue Activities (Revenue Foregone Report)	Report goods and services that are sold to the public or other entities and also in the amount of revenues foregone resulting from these transactions	Statement of Federal Financial Accounting, Standard No. 7	Annually, by October 30	DOE-EMCBC Government Property Administrator	DOE-WVDP Finance, CO and DOE-HQ Office of Property Management Information
179.	Affirmative Procurement Report	Report on procurement programs maximizing environmental benefits	Executive Order 13101	Annually, by October 15	CO or as delegated	CO Information
180.	Personal Property Management System	Comprehensive property management system	Section C.1.3.3; FAR 52.245-1; DOE O 580.1, Chg. 1	Within 60 days of contract award date ⁶	DOE-EMCBC Government Property Administrator	DOE-EMCBC Property Management Specialist Review; CO Approval
181.	Procurement System	Comprehensive purchasing system	DEAR 970.5244-1	Within 14 days of contract award date ⁶	CO or as delegated	CO Approval
182.	Legal Management Plan	Plan to manage legal costs and matters.	10 CFR 719.12; Section H.33	Within 60 days of contract award date ⁶	CO or as delegated	CO Approval
183.	Annual activity report for internal audit	Annual internal audit report of allowable costs.	DEAR 970.5203-1	Annual, by July 15	CO or as delegated	CO Information
184.	Small Business and Small Disadvantaged Business Subcontracting Plan	Establishes dollars planned for award to Small, Small- Disadvantaged and Small Women-owned businesses	FAR 52.219-9	Submitted with proposal and incorporated in contract at award; revisions required for \$500K+ increase to the total price of the contract.	CO or as delegated	CO Approval

SECTION J – LIST OF DOCUMENTS, EXHIBITS AND OTHER ATTACHMENTS DELIVERABLES

	Report	Description	Driver	Frequency	DOE contact/phone*	Approval Required
185.	List of Subcontractors (applicable to work subject to the Davis- Bacon Act)	Statement and Acknowledgement Form (SF-1413)	FAR 52.222-11	Within 14 days of contract award date ⁶	CO or as delegated	CO Information
186.	Individual Subcontracting Report	Provides subcontracting information electronically for a specific DOE contract	FAR 52.219-9	Semi-annually and at contract completion	CO or as delegated	CO Information
187.	Summary Subcontracting Report	Provides an annual electronic summary of subcontracts awarded by the Contractor for all of their DOE contracts	FAR 52.219-9	Annually, at close of each Fiscal Year	CO or as delegated	CO Information
188.	Travel Cost Summary	Quarterly Summary of all Travel Related Costs	DOE-HQ Requirement	Quarterly, by December 1, March 1, June 1, and September 1	CO or as delegated	DOE-WVDP Budget/ Finance and CO Information
189.	Purchase Card/Travel Card Report	Purchase Card/Travel Card Report	DOE-HQ Requirement	As requested	CO or as delegated	DOE-WVDP Budget/ Finance and CO Information
190.	Performance Metrics	TRU waste disposition; legacy waste disposition (include in Project Performance Report)	DOE-HQ Requirement	Monthly, by the 15th of each month	COR or as delegated	COR Information
191.	Federal Managers Financial Integrity Act Report	Report of assurances on the status of internal controls	Federal Managers Financial Integrity Act	Annually, by July 15	CO or as delegated	DOE-WVDP Finance and CO Information
192.	Parent Organization Support Plan	Details anticipated parent organization support to the prime contractor, major subcontractors, and/or teaming partners in the performance of the contract	Clause H.49	30 days prior to the: (1) the end of the Contract Transition Period; or (2) the commencement date of parent organization support proposed by the contractor	CO or as delegated	CO Approval
193.	Parent Organization Support Plan Update	Annual submittal of Parent Organization Support Plan	Clause H.49	Annually, 90 days prior to the start of each year of contract performance	CO or as delegated	CO Approval
194.	Records Management Plan	Describes how the contractor will manage all life-cycle phases of Government-owned	36 CFR Chapter 12; Section C.1.3.3	Within 60 days of contract award date ⁶	DOE-EMCBC RMFO	DOE-EMCBC RMFO

SECTION J – LIST OF DOCUMENTS, EXHIBITS AND OTHER ATTACHMENTS DELIVERABLES

	Report	Description	Driver	Frequency	DOE contact/phone*	Approval Required
		records and provides a clear delineation between Government-owned and contractor-owned records				Review; CO Approval
195.	Records File Plan	Comprehensive outline that includes specific instructions that provide guidance for the effective management of records	DOE O 243.1; Section C.1.3.3	Within 6 months of contract award date ⁶	DOE-EMCBC RMFO	DOE-EMCBC RMFO Review; CO Approval
196.	Records File Plan Update	Annual submittal of revisions to Records File Plan	DOE O 243.1; Section C.1.3.3	Annually	DOE-EMCBC RMFO	DOE-EMCBC RMFO Review; CO Approval
197.	Records Disposition Plan	Documents the contractor's disposition process for records including the processing of records to storage and the destruction process	36 CFR 12; Section C.1.3.3	Within 6 months of contract award date ⁶	DOE-EMCBC RMFO	DOE-EMCBC RMFO Review; CO Approval
198.	Records Disposition Plan Update	Documents major changes to the Records Management Disposition Processes	Section C.1.3.3	Revisions shall be submitted prior to implementation	DOE-EMCBC RMFO	DOE-EMCBC RMFO Review; CO Approval
199.	Privacy Act List of Systems of Records	Shall note the design, development, or operation work that will be performed and the responsibility for each system	DEAR 970-5204-3; FAR 52.224-2; DOE O 206.1; Section C.1.3.3	Within 90 days of contract award date ⁶	DOE Privacy Act Officer	DOE-EMCBC RMFO and DOE Privacy Act Officer Review; CO Approval
CONTRACT COMPLETION DELIVERABLES						
200.	Final Completion or Termination Inventory	Physical Inventory for disposal purposes of all Government Property.	DEAR 952.245-5; FAR 52.245-1	Upon termination or completion of the contract as prescribed by the CO	DOE-EMCBC Government Property Administrator	CO Information
201.	Estimate of Percentage of Recovered Material Content	For EPA designated products. Estimate of percentage of the total recovered material used in contract performance.	FAR 52.223-9	Upon termination or completion of the contract as prescribed by the CO	CO or as delegated	CO Information
202.	Contract Close-out Plan	A plan including all remaining administrative matters necessary to close out the Contract.	Clause H.50	60 days prior to the end of the contract period of performance	CO or as delegated	CO Information

SECTION J – LIST OF DOCUMENTS, EXHIBITS AND OTHER ATTACHMENTS DELIVERABLES

	Report	Description	Driver	Frequency	DOE contact/phone*	Approval Required	
203.	Turnover Package	All records to be provided to DOE at the completion of the Contract	Section C.1.3.3, Records Management; Section C, Attachment C-5	Upon termination or completion of the contract as prescribed by the CO	DOE-EMCBC RMFO	DOE-EMCBC RMFO Review: CO Approval	
204.	Integrated Safety Management System Declaration	Summary of results of the annual effectiveness review and status of ISMS and QA within the Contractor's organization	DEAR 970.5223-1 DOE M 450.4-1	Annually by September 30	DOE-WVDP Safety and Site Programs Team Leader	DOE-WVDP Field Element Manager Review; CO Approval	
205.	Phone and Email Updates List	Monthly listing of changes to employee phone and email contact information		Monthly	DOE-WVDP Safety and Site Programs Team Leader	CO Information	

¹ The dates listed in the Frequency column are due dates to regulatory agencies. This deliverable shall be issued to DOE-WVDP for review no less than 2 weeks prior to the regulatory agency due date.

² The dates listed in the Frequency column are due dates to regulatory agencies. This deliverable shall be issued to DOE-WVDP no less than 4 weeks prior to allow for adequate review.

³ The dates listed in the Frequency column are due dates to regulatory agencies. This deliverable shall be issued to DOE-WVDP no less than 6 weeks prior to allow for adequate review.

⁴ This deliverable shall be issued to DOE-WVDP no less than 4 months prior to regulatory due date to allow for adequate review.

⁵ The dates listed in the Frequency column are due dates to regulatory agencies. This deliverable shall be issued to DOE-WVDP no less than 1 week prior to allow for adequate review.

⁶ The contract award date is the date the contract is signed by the Contracting Officer.

SECTION J – LIST OF DOCUMENTS, EXHIBITS AND OTHER ATTACHMENTS

**ATTACHMENT J-4 – DAVIS-BACON WAGE GENERAL DECISION NUMBER
NY100008**

SECTION J – LIST OF DOCUMENTS, EXHIBITS AND OTHER ATTACHMENTS

**ATTACHMENT J-5 – SERVICE CONTRACT ACT WAGE DETERMINATION NO.
2005-2371**

SECTION J – LIST OF DOCUMENTS, EXHIBITS AND OTHER ATTACHMENTS

ATTACHMENT J-6 – SMALL BUSINESS SUBCONTRACTING PLAN

Note: The Contractor's executed Small Business Subcontracting Plan will be inserted here. See Solicitation Provision L.3 and Section I FAR Clause 52.219-9, Alternate II, entitled "Small Business Subcontracting Plan."

SECTION J – LIST OF DOCUMENTS, EXHIBITS AND OTHER ATTACHMENTS

ATTACHMENT J-7 – SMALL DISADVANTAGED BUSINESS (SDB) PARTICIPATION PROGRAM TARGETS FORM

Note: The Contractor's executed Small Disadvantaged Business (SDB) Participation Program Targets Form will be inserted here upon award. See Solicitation Provision L.3 and Attachment L.12.

SECTION J – LIST OF DOCUMENTS, EXHIBITS AND OTHER ATTACHMENTS

ATTACHMENT J-8 – ACRONYM LIST

The following acronyms are used in this Contract:

A

A&PC	Analytical and Process Chemistry
ACWP	Actual Cost of Work Performed
ADA	Analytical Decon Aisle
ADPE	Automatic Data Processing Equipment
ANA	Analytical Aisle
ANC	Analytical Cell
ANSI/EIA	American National Standards Institute/Electronic Industries Alliance
ARC	Acid Recovery Cell
ARPR	Acid Recovery Pump Room
ASAP	Automated Standard Application for Payment

B

BCWP	Budgeted Cost of Work Performed
BCWS	Budgeted Cost of Work Scheduled
BMMS	Bridge Mounted Manipulator System
BOSF	Balance of Site Facilities

C

CA	Contamination Area
CAIRS	Computerized Accident/Incident Reporting System
CAIS	Condition Assessment Information System
CCR	Chemical Process Cell (CPC) Crane Room
CDDL	Construction and Demolition Debris Landfill
CFR	Code of Federal Regulations
CH	Contact-Handled
CH-TRU	Contact-Handled Transuranic
CO	Contracting Officer
COA	Chemical Operating Aisle
COMSEC	Computer Security
COR	Contracting Officer's Representative
CPC	Chemical Process Cell
CPAF	Cost Plus Award Fee
CSRF	Contact Size Reduction Facility
CVA	Chemical Viewing Aisle
CWA	<i>Clean Water Act</i>

D

DAC	Derived Air Concentration
DCAA	Defense Contract Audit Agency

SECTION J – LIST OF DOCUMENTS, EXHIBITS AND OTHER ATTACHMENTS

DEAR	Department of Energy Acquisition Regulation
DD&R	Decontamination, Deactivation and Removal
DOE	U.S. Department of Energy
DOE-HQ	Department of Energy Headquarters
DOE-OH	Department of Energy Ohio Field Office
DOE/RW	Department of Energy Office of Civilian Radioactive Waste Management
DOG	Dissolver Off-Gas
DOL	U.S. Department of Labor

E

EAC	Estimates-at-Completion
EDR	Equipment Decontamination Room
EEOICPA	<i>Energy Employees Occupational Injury Compensation Program Act of 2000</i>
EH	U.S. Department of Energy Office of Environment, Safety and Health
EIS	Environmental Impact Statement
EMCBC	Environmental Management Consolidated Business Center
EMOA	East Mechanical Operating Aisle
EPA	U.S. Environmental Protection Agency
ERISA	<i>Employee Retirement Income Security Act of 1974</i>
ES&H	Environment, Safety and Health
ESA	Extraction Sample Aisle
ETC	Estimates-to-Complete

F

FACTS	Foreign Access Central Tracking System
FAR	Federal Acquisition Regulation
FDO	Fee Determination Official
FFCA	Federal Facility Compliance Act
FIMS	Facility Information Management System
FPH	Fire Pump House
FR	Facility Representative
FRS	Fuel Receiving and Storage
FY	Fiscal Year

G

GAO	Government Accountability Office
GCR	General Purpose Cell (GPC) Crane Room
GCRE	General Purpose Cell (CPC) Crane Room Enclosure
GFS/I	Government Furnished Services and Items
GOA	General Purpose Cell (GPC) Operating Aisle
GPC	General Purpose Cell
GTCC	Greater Than Class C

SECTION J – LIST OF DOCUMENTS, EXHIBITS AND OTHER ATTACHMENTS

H

HCA	High Contamination Area
HEPA	High Efficiency Particulate Air
HIC	High Integrity Container
HLW	High Level Waste
HLWISF	High Level Waste Interim Storage Facility
HRA	High Radiation Area
HVAC	Heating, Ventilation and Air Conditioning
HW	Hazardous Waste

I

I&C	Instrument and Control
IG	Inspector General
IPABS	Integrated Planning, Accountability, and Budgeting System
IRC	Internal Revenue Code
IRTS	Integrated Radwaste Treatment System
ISM	Integrated Safety Management
ISMS	Integrated Safety Management System
IWSF	Interim Waste Storage Facility

L

LOC	Letter of Credit
LI/LO	Load In/Load Out
LLW	Low-Level Waste
LLW2	Low-Level Waste Treatment Building
LLWTF	Low-Level Waste Treatment Facility
LOF	Life of Facility
LSA	Lag Storage Area
LSB	Lag Storage Building
LWA	Lower Warm Aisle
LWTS	Liquid Waste Treatment System

M

MARSSIM	Multi-Agency Radiation Survey and Site Investigation Manual
MC	Miniature Cell
MLLW	Mixed Low-Level Waste
MPPB	Main Plant Process Building
MRR	Manipulator Repair Room
MSM	Master Slave Manipulator
MTRU	Mixed Transuranic

N

SECTION J – LIST OF DOCUMENTS, EXHIBITS AND OTHER ATTACHMENTS

NAA	North Analytical Aisle
NDA	Nuclear Regulatory Commission (NRC) Licensed Disposal Area
NEPA	<i>National Environmental Policy Act of 1969</i>
NESHAP	National Emissions Standards for Hazardous Air Pollutants
NFA	No Further Action
NFS	Nuclear Fuel Services
NNSS	Nevada National Security Site
NOA	North Operating Aisle
NRC	Nuclear Regulatory Commission
NTS	Noncompliance Tracking System
NYCRR	New York Codes, Rules and Regulations
NYS	New York State
NYSDEC	New York State Department of Environmental Conservation
NYSERDA	New York State Energy Research and Development Authority

O

OGA	Off-Gas and Acid Recovery Aisle
OGOA	Off-Gas Operating Aisle
OGT	Off-Gas Treatment Cell
ORPS	Occurrence Reporting and Processing System
OSHA	Occupational Safety and Health Administration

P

PAAA	<i>Price Anderson Amendments Act</i>
PBI	Performance Based Incentive
PBS	Project Baseline Summary
PCR	Process Chemical Room
PMC	Process Mechanical Cell
PMCR	Process Mechanical Cell (PMC) Crane Room
PPC	Product Purification Cell
PPH	Product Packaging and Handling
PPS	Product Packaging and Shipping
PRB	Post Retirement Benefits
PSC	Process Sample Cell
PWS	Performance Work Statement

R

RA	Radiation Area
RBA	Radiological Buffer Area
RCRA	<i>Resource, Conservation and Recovery Act of 1976</i>
RER	Ram Equipment Room
RFI	RCRA Facility Investigation
RFP	Request for Proposal
RH	Remote-Handled

SECTION J – LIST OF DOCUMENTS, EXHIBITS AND OTHER ATTACHMENTS

RH-TRU	Remote-Handled Transuranic
RHWF	Remote Handled Waste Facility
RIC	Reinforced Concrete
RMA	Radioactive Material Area
RMP	Risk Management Plan
ROD	Record of Decision
RTS	Radwaste Treatment System
RV	Relative Value

S

SDA	State Disposal Area
SRR	Scrap Removal Room
SS	Stainless Steel
SST	Solvent Storage Terrace
SWMU	Solid Waste Management Unit

T

TEC	Total Estimated Cost
TPC	Total Project Cost
TRU	Transuranic

U

UCNI	Unclassified Controlled Nuclear Information
UPC	Uranium Product Cell
UR	Utility Room
UWA	Upper Warm Aisle
UXA	Upper Extraction Aisle

V

VHRA	Very High Radiation Area
VEC	Ventilation Exhaust Cell
VTF	Vitrification Test Facility
VOG	Vessel Off-Gas
VSR	Ventilation Supply Room

W

WBS	Work Breakdown Structure
WFIS	Work Force Information System
WIR	Waste Incidental to Reprocessing
WMA	Waste Management Area
WMOA	West Mechanical Operating Aisle
WTF	Waste Tank Farm

SECTION J – LIST OF DOCUMENTS, EXHIBITS AND OTHER ATTACHMENTS

WVDP	West Valley Demonstration Project
WWTF	Waste Water Treatment Facility

X

XC	Extraction Cell
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SECTION J – LIST OF DOCUMENTS, EXHIBITS AND OTHER ATTACHMENTS

ATTACHMENT J-9 – PERFORMANCE GUARANTEE AGREEMENT

Note: The Contractor's executed Attachment L-13 Performance Guarantee Agreement will be inserted here upon contract award.

SECTION J – LIST OF DOCUMENTS, EXHIBITS AND OTHER ATTACHMENTS

ATTACHMENT J-10 – AGREEMENT BETWEEN WEST VALLEY ENVIRONMENTAL SERVICES LLC AND THE INTERNATIONAL ASSOCIATION OF MACHINISTS AND AEROSPACE WORKERS

SECTION J – LIST OF DOCUMENTS, EXHIBITS AND OTHER ATTACHMENTS

ATTACHMENT J-11 – CONTRACT CLOSE-OUT PLAN

Note: *The Contractor's executed Contract Close-Out Plan will be inserted here after contract award.*

SECTION J – LIST OF DOCUMENTS, EXHIBITS AND OTHER ATTACHMENTS

ATTACHMENT J-12 – TRANSITION PLAN

Note: *The Contractor's executed Transition Plan will be inserted here after contract award.*